

DSS Administrative Letter No. Economic and Family Services 6-2016

To: County Directors of Social Services

Attention: Food and Nutrition Services Managers and Supervisors

Date: July 22, 2016

Subject: Individuals Who Cannot Volunteer for the Employment and Training Program

Effective: Upon Receipt

All participating Food and Nutrition Services Employment and Training Counties (FNS E&T)

I. GENERAL INFORMATION

The purpose of this letter is to provide counties operating the FNS E&T Program a list of individuals who cannot volunteer. The United States Department of Agriculture (USDA) clarified that recipients subject to work requirements in another work program cannot participate in the E&T Program.

II. POLICY PROCEDURES

A. Individuals who are subject to work requirements in another work program cannot volunteer for the E&T Program:

1. Work First Family Assistance (WFFA) applicants and recipients required to participate in employment services;
2. Refugees subject to work requirements imposed by a Refugee Resettlement Program (RRP).

B. FNS recipients who are exempt from Work Registration cannot volunteer if they do not have a desire to return to the workforce.

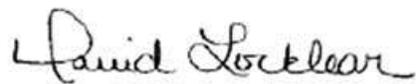
C. The FNS E&T Program requires that compliant participants are reimbursed for actual expenses incurred (e.g. transportation, books and personal safety items). Individuals who state they have dependent care expenses cannot volunteer for the E&T Program if there are no designated dependent care reimbursement funds available. If dependent care is provided free of charge, the FNS recipient must provide a signed statement documenting that no dependent care expenses are incurred in order to volunteer.

III. IMPLEMENTATION INSTRUCTIONS

This Administrative Letter obsoletes Administrative Letter 7-2011. Apply these new procedures upon receipt to applications, changes in situation, or recertifications.

Submit any questions regarding this policy to the DHHS Operational Support Team (OST) at ost.policy.questions@dhhs.nc.gov.

Sincerely,

A handwritten signature in cursive script that reads "David Locklear".

David Locklear, Chief
Economic and Family Services Section